

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
April 17, 2025**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting April 17, 2025, at the WJCUD general office building, 7200 McCann Road, Biloxi, MS. The meeting was called to order by Mr. Mike Montgomery, Chairman of the Board, at 9:09 A.M., and it was determined that a quorum was present. A notice was posted informing the public of the meeting time. The following individuals were present:

Mr. Mike Montgomery	Chairman, WJCUD
Ms. Joan Strayham	Vice-Chairman, WJCUD
Mr. Andrew Westfall	Secretary-Treasurer, WJCUD
Mr. Curtis Spiers	Commissioner, WJCUD
Mr. Bryan David	Commissioner, WJCUD
Mr. Josh Danos	Board Attorney, WJCUD
Mr. Anthony Greer	Director, WJCUD
Mr. Brian Bennett	Deputy Director, WJCUD
Ms. Laura Davis	Financial Controller, WJCUD
Ms. Whitney McCarra	Accountant II, WJCUD
Ms. Amanda Parisi	Assets Manager & Grants Administrator, WJCUD
Ms. Donna Catalanatto	Human Resources Manager, WJCUD
Mr. Gerrod Kilpatrick	MP Design Group

Members of the Public:

None.

2.0 Invocation / Pledge of Allegiance

Opening prayer was given by Laura Davis of Wells of Southgate Ministries.

3.0 Change to Meeting Agenda

None.

4.0 Community Input

None.

5.0 Consent Agenda

- 5.1 Reading of Previous Minutes – March 20, 2025**
- 5.2 Financial Reports**
- 5.3 Purchase Requisitions**
- 5.4 Docket of Claims** **Lines 1 – 85 / \$1,015,460.53**
- 5.5 Leak Credits**
- 5.6 Grinder Station Approvals**

Mr. David a motion, seconded by Ms. Strayham, approving the Consent Agenda as presented. Motion passed unanimously.

Attachments:

March 20, 2025 Previous Minutes

Financial Reports

Docket of Claims

Leak Credits

Grinder Station Approvals.

6.0 Old Business

6.1 Wastewater Facilities Plan, Phase 3

Mr. David made a motion to approve Pay Application No. 16 to Bottom 2 Top Construction, LLC in the amount of \$97,868.68, relating to Wastewater Facilities Plan, Phase 3, as recommended by MP Design Group, contingent upon approval by the Mississippi Department of Environmental Quality for currently reimbursable items. Mr. Spiers seconded the motion, and the motion passed unanimously.

Attachment: Pay App 16.

7.0 New Business

7.1 Memorandum of Agreement with Grantman MS, LLC – Sandhill Subdivisions

Mr. David made a motion to approve the Memorandum of Agreement with Grantman MS, LLC – Sandhill Subdivisions Phases I and II, seconded by Ms. Strayham, and the motion passed unanimously.

Attachment: Memorandum of Agreement with Grantman MS, LLC.

7.2 Merchants & Marine Bank Positive Pay Agreement and Disclosure

Mr. Spiers made a motion, seconded by Mr. Westfall, to approve the Merchants & Marine Bank Positive Agreement and Disclosure. The motion passed unanimously.

Attachment: Merchants & Marine Bank Positive Pay Agreement & Disclosure.

8.0 Correspondence

8.1 Mississippi Department of Environmental Quality letter regarding Wastewater Facilities Plan Phase 3 Change Order No. 3 approval

8.2 2025 03 19 Jackson County Planning/Zoning Minutes

8.3 BoardEffect Board Orientation and additional training for the new board meeting software

9.0 District Operations

9.1 Attorney Report

None.

9.2 Director Report

Updates were given on the following:

- Billing Summary attached for March 2025
 - \$880,635.47 (compared to \$852,625.67 in March 2024) 3.3%
 - 8,760 active customers (compared to 8,599 in March 2024) 2.1%
 - **Meter reading dates for January, February, and March of 2024 were slightly skewed due to the implementation of tower reads.
- Water Production – March 2025
 - 59.2 MG - Total Production
 - 48.7 MG – Water Sold
 - 4.1 MG – Flushing
 - 6.4 MG – Unaccounted For (11%)

- Income Statement – FY 2025 for six months ending March 31, 2025
- Liquid Assets – as of March 31, 2025
- Operations & Maintenance Monthly Report – April 2025
- Director's Memorandum

10.0 Executive Session – If So Move

None.

11.0 Other Business

None.

12.0 Adjournment

A motion was made by Mr. Westfall, seconded by Mr. Spiers, to adjourn the meeting at 9:46 A.M., April 17, 2025. Motion passed unanimously.



Andrew Westfall
SECRETARY/TREASURER, WJCUD